



STATE OF TENNESSEE  
DEPARTMENT OF COMMERCE AND INSURANCE  
DIVISION OF REGULATORY BOARDS  
**ALARM SYSTEMS CONTRACTORS BOARD**  
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[www.tn.gov/commerce/boards](http://www.tn.gov/commerce/boards)

**MEMORANDUM**

**TO:** Tennessee Alarm Systems Contactors, Alarm Qualifying Agents and Applicants

**FROM:** Cody Vest, Executive Director

**DATE:** July 10, 2009

**RE:** New and Amended Rules  
Effective August, 9, 2009

Be advised, the Administrative Rules of the Tennessee Alarm Systems Contractors Board have been amended. **The new and amended rules become effective on August 9, 2009.**

**Fee changes:**

- **Effective August 9, 2009 Application fees:**
  - Alarm company certification \$500.00.
  - Alarm qualifying agent license \$200.00.
  - Alarm employee registration \$100.00.
- **Effective August 9, 2009 Renewal fees:**
  - Single classification company certification \$250.00
  - Multiple classification company certification \$400.00
  - Single classification qualifying agent license \$100.00.
  - Multiple classification qualifying agent license \$200.00.
  - Employee registration renewal \$75.00

Be advised: Applications for alarm employee registration, alarm qualifying agent, and alarm contractor certification that are received **on or after August 9, 2009 must include the revised application fees.** Renewal applications received **on or after August 9, 2009 must include the revised renewal fees.** Updated applications should be available on our website by August 1, 2009.

Following is a list of some of the other rule changes:

- Changes in the exclusions available for certain classifications of electrical contractors.
- Alarm employee registration **not** required for telemarketers who do not have access to sensitive information.
- Alarm employee registration **not** required for registered security officers employed by a licensed contract security company who are acting as alarm runners.
- Designated qualifying agents are responsible for filing alarm employee termination and transfer notices within thirty (30) days.
- Alarm systems contractors, designated qualifying agents, qualifying agents, and alarm employees will be required to respond to all requests by the Board for additional information or file a response to any complaint within thirty (30) days of the date of request.

**Public Chapter 565:**

We have also included a copy of Public Chapter 565, effective **January 1, 2010**, which directly affects automatic renewal clauses contained in contracts utilized by Tennessee Alarm Systems Contractors. Please review this “new law” and take appropriate steps to ensure your company’s compliance by January 1, 2010.

These “new rules”, and the current laws and rules are available for review and download on our website: [www.tn.gov/commerce/boards/asc/index.shtml](http://www.tn.gov/commerce/boards/asc/index.shtml). Please review the entire rule filing under the “new rules” section and then choose “alarm contractors rules” from the options on the Tennessee Secretary of State webpage.